

City of Phillips
Committee of the Whole Meeting
Municipal Building, Municipal Hall
174 S Eyder Avenue
May 6th, 2025
5:30 pm

Mayor: Charles Peterson

Committee Members: Jerry Clark, Richard Heitkemper, Mark Brzeskiewicz, Marty Stephan, Bill Elliott, John Klimowski.

City Attorney: Bryce Schoenborn

Department Heads: Public Works Director–Jim Heizler; Water/Wastewater Supervisor-Todd Toelle;

Police Chief-Michael Hauschild; Fire Chief-David Lontcoski; Library Director–Rebecca Puhl;

Clerk/Treasurer- Shelby Kosmer.

This meeting is held in compliance with Wisconsin’s Open Meetings Law, WI § Chapter 19, Subchapter V. As such it is open to the public.

City Council members present may also represent a quorum of any Committee or Board of the City Council listed below and, as such, may proceed to meet and conduct business as listed under that Committee or Board portion of the agenda below, if the full City Council doesn’t have sufficient members present to satisfy quorum requirements to enable it to meet as the Committee of the Whole.

Call to Order (presiding officer) Time: _____

- a. Greeting
- b. Certification of Compliance with Open Meetings Law
- c. Pledge of Allegiance

Roll Call: Chuck Peterson ___, Jerry Clark___, Richard Heitkemper ___, Mark Brzeskiewicz ___, Marty Stephan___, Bill Elliott ___, John Klimowski___.

Public Comment:

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month’s meeting date and time: Tuesday June 3rd, 2025, at 5:30 p.m.
2. Motion to approve the minutes from the April 1st, 2025, meeting.
3. Mayor updates:
4. Clerk updates:
5. Discussion/Action regarding potential recommendation from the Board of Adjustments and Appeals regarding Vollendorf Driveway Variance Request
6. Discussion/Action regarding potential recommendation from the Phillips Planning Commission regarding Judith Sopa Conditional Use permit to allow for short-term rentals at 505 S Lake.

Board of Public Works/Recreation –Klimowski/Elliott

7. DPW and Water/Sewer Updates

8. Fifield/Ash Street Reconstruction Updates:

9. Discussion/Action regarding Parking on Lake Ave:

10. Discussion/Action regarding sidewalk project for downtown from Maple Street to Elm

a) Discussion/Action regarding potential use of Special Assessments for the sidewalk project

Public Safety - Heitkemper

11. Fire Department updates:

12. Police Department Updates:

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

Legal
City Council

13. Council Update

14. Adjournment: Time: _____

Committee of the Whole
Meeting Minutes
May 6th, 2025

Mayor Charles Peterson called the meeting of the Committee of the Whole to order at 5:30 p.m.

Members Present: Jerry Clark, Mark Brzeskiewicz, Marty Stephan, Bill Elliott, John Klimowski, Bryce Schoenborn and Shelby Kosmer

Also Present: Michael Hauschild, Jim Heizler, Justin Schenemann, Sandy Krueger, Todd Toelle, Frank Dennee, Becky Puhl, Shirely Smith. John Carlson, David Lontcoski, Paul Lauro, Natasha Lauro, Anne Baxter, Aimee Heizler, Johnatan McArthur, Briana McArthur, John Baxter. Ann Hartmann, Thomas LaVenture. Michael Ball, Michael Selkow, Keagan Anderson, Lynne Bohn, Davette Harabake, Judy Hayton, Al Cummings, Patty Tyrrell, Michael Tyrrell.

Public Comment: None

DISCUSSION-ACTION ITEMS:

General-Mayor/Clerk

1. Set next month's meeting date and time: Tuesday June 3rd, 2025, at 5:30 p.m.
2. Clark/ Elliott moved to approve the minutes from the April 1st, 2025, meeting. Carried
3. Mayor updates: None
4. Clerk updates: None
5. Discussion/Action regarding potential recommendation from the Board of Adjustments and Appeals regarding Vollendorf Driveway Variance Request.
Board of Adjustments decided to approve the 2nd driveway access at 1206 Ridgewood Circle. City would be the one adding the signs.
Klimowski/ Elliott moved to approve the Vollendorf driveway variance request for the 2nd driveway access as recommended by the Board of Adjustments and Appeals. Carried
6. Discussion/Action regarding potential recommendation from the Phillips Planning Commission regarding Judith Sopa Conditional Use permit to allow for short-term rentals at 505 S Lake.

The Planning Commission had recommended to approve a 1 year conditional use permit for 505 S Lake.

Elliott/ Clark moved to approve the 1-year conditional use permit for Judith Sopa to allow for short-term rental at 505 S Lake Ave as recommended by the Phillips Planning Commission. Carried

Board of Public Works/Recreation –Klimowski/Elliott

7. DPW and Water/Sewer Updates.
DPW: assisted water department with flushing hydrants and sewer and now getting to their busy time
Water/Sewer: 320 manholes were inspected and placed it on Diamond Maps. Treatment plant is running well.
8. Fifield/Ash Street Reconstruction Updates:
Final paving maybe around June, have not heard the final punch list will be completed before the final list, that will take place in the next couple weeks.
9. Discussion/Action regarding Parking on Lake Ave:

Klimowski requested this on, he was reached out to a few business owners, there is a rental property across the street from Ross's Sport Shop and sometimes they are parking on main street and making it harder for his customers to access his business. John Carlson suggested maybe a no overnight parking on lake ave or put a time limit: Just when people are renting and parking overnight it is a little harder. Klimowski stated they used to talk about Parking limits, but Police Chief Michael Hauschild, stated that the vehicles they are seeing are people who are renting downtown apartments. Can we look into how the ordinance reads, set two-hour parking during time limits or no overnight parking, who would enforce. Hauschild would not be able to enforce, if we could just talk to them right now. Making sure if people had enough time, Kosmer stated we have sent letters in the past or if we can do a reminder letter for the time being until we can determine another solution. Although time limits may be hard we could potentially do a no overnight parking.

Council directed Kosmer to send a courtesy letter to the downtown businesses to try to correct rentals parking on Main street.

10. Discussion/Action regarding sidewalk project for downtown from Maple Street to Elm

a) Discussion/Action regarding potential use of Special Assessments for the sidewalk project

Members of the audience suggested that the City postpone construction until 2027 when the CDBG program could be applied for. Justin from Ayres explained that there is a talked about project for Water/Sewer and Avon reconstruction that if the City was to pursue for 2027 construction which is the last year for the DNR funding. You would already be maxing out construction costs and if you add the sidewalks project, you are just increasing the construction cost and not getting any more grant benefits. The timeline for CDBG program is roughly 18 months.

Lynne Bohn discussed some grants that were presented to the City such as DOT Tap Grant ,US DOT (Safe streets). Kosmer reiterated that those grants were all sent to the Grant specialist from Ayres, and they provided responses on which ones that City may or may not be eligible for. Lynne Bohn also mentioned numerous other business owners such as, Brenda miller, Stephanie and mitch Adams, Ann from visions expressed that they would be okay if the project was postponed to apply for grants. Kosmer did indicate that the City has heard from a few business owners that wish to proceed. Also, the state project has changed from the origination of the project.

Public Safety - Heitkemper

11. Fire Department updates:

Got all the burning done along the highway and got the garage burned at 354 S Avon, put in for a grant at prevail bank grant \$4000 towards an ice water rescue boat, so that will be their next fundraiser effort, total cost is roughly \$5000 and they will be getting another water suit. Looking to get started on the grant in the next coming weeks taking delivery this summer.

12. Police Department Updates:

Calls for Service	2025	2024
April	161	171
YTD	647	615

PD, PF and sheriffs office, received water safety tubes from the aquatic foundations. Peterson met with the chamber director regarding the 4th of July parade route. Looking to have it on Flambeau Ave mainly for the safety of blocking off the route. Going to have officers patrolling more on Avon and Argyle with the construction downtown. Braden Revak was their interim and he is going to Nicolet, he will be their code enforcement officer CEP program will pay a wage for him for up to 2000 hours and then hopefully he would return to the area and he would be able to put him through the academy.

Licensing/Permits – Brzeskiewicz

Personnel/Budget/Finance – Clark

Legal
City Council

13. Council Update: Brzeskiewicz gaveudos to city crew for getting the park looking nice for the summer.

Becky: Library is doing good and they are geared up for Summer.

14. Clark moved for adjournment: Time: 6:25pm


Shelby Kosmer
Clerk/Treasurer